

Tobacco Transition Payment Program

Payment Process Using Pay.Gov

- A. The website for paying the Tobacco Assessment is: **https://www.pay.gov**



- B. Click on “Search Public Forms”:



Tobacco Transition Payment Program

Payment Process Using Pay.Gov (continued)

- C. On the list of forms, find and click on “TTPP”:

The screenshot shows the Pay.gov Public Forms search results page. The search criteria are: Form Name/Description Keyword: (empty), Agency: -- All Agencies --, OMB Control Number: (empty), Sort By: -- No Preference --. The results table lists several forms, with the first one being the Tobacco Transition Assessment (TTPP) form, which is highlighted by an arrow pointing to the 'TTPP' link in the 'Agency External Link' column.

Agency	Agency External Link	OMB Control Number	Form Name	Description	Actions
Agriculture (USDA): Commodity Credit Corporation (CCC)	TTPP		Tobacco Transition Assessment	Use this form to pay a quarterly assessment to the Tobacco Transition Payment Program.	
Agriculture (USDA): Food & Nutrition Service (FNS)	1114	1114	Standard Form 1114 - Bills for Collection	Use this form to pay your Food & Nutrition Service (FNS) fines, penalties and other bills.	
Corporation for National and Community Service	Trust Fund Refund		AmeriCorps Education Award Refunds (Trust Fund)	This form is used to repay any Education Award or interest overpayments.	
Corporation for National and Community Service	Cost Share Reimburse		Cost Share Reimbursement	Cost Share Reimbursement	
Corporation for National and Community Service	Gift Donations		Gift Donations	A form for accepting donations to CNCS	
Corporation for National and Community Service	VISTA Reimburse		VISTA Repayments	This form is used to repay VISTA for your business.	

- D. This will bring up the TTPP Assessment Form:

The screenshot shows the Pay.gov Form Instance page for the Tobacco Transition Assessment form. The form is titled "United States Department of Agriculture Tobacco Transition Assessment" and contains sections for Business Information, Assessment Information, and Contact Information.

Business Information

Business Name:
Employer Identification Number:
Business Address:
City:
State:
Zip Code:

Assessment Information

Notification Number:
Product Type (choose one):
☐ Cigarettes ☐ Roll-Your-Own
☐ Cigar ☐ Chewing Tobacco
☐ Snuff ☐ Pipe Tobacco
Payment Amount:

Contact Information

Point of Contact:
First Name:
Last Name:
Telephone Number:
Extension:
E-Mail Address:

Tobacco Transition Payment Program

- E. Fill in the requested information on the form and click on “Submit”:

Pay.Gov - Form Instance - Microsoft Internet Explorer

Address: <https://tax.pay.gov/paygov/forms/formInstance.html?formRevisionId=146283&agencyId=1309>

Business Address: _____

City: _____

State: _____ Zip Code: _____

Product Type (Choose one):

☐ Cigarettes ☐ Roll-Your-Own

☐ Cigar ☐ Chewing Tobacco

☐ Snuff ☐ Pipe Tobacco

Payment Amount: _____

Contact Information

First Name: _____ Last Name: _____

Telephone Number: _____ Extension: _____ E-Mail Address: _____

Person Authorizing Payment (if different from Point of Contact)

First Name: _____ Last Name: _____

Telephone Number: _____ Extension: _____ E-Mail Address: _____

Submit Data

- F. Click one of the radio buttons “ACH Debit” or “Plastic Card”, note Plastic Card is limited to \$9,999.99. \$10,000 and over will automatically be an “ACH Debit”. ACH Debits are limited to \$100 million. Multiple ACH Debits are acceptable.

Pay.Gov - Select Payment Type - Microsoft Internet Explorer

Address: <https://tax.pay.gov/paygov/forms/formInstance.html?formRevisionId=146283&agencyId=1309>

Pay.gov

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Select Payment Type

☐ Plastic Card

☐ ACH Debit (a financial institution account)

Continue Quit Return to Form

Payment Steps

1. Select Payment Type

- G. Follow the remaining on screen instructions to finish processing. The following areas will ask for financial information depending on the type of transaction requested, “ACH Debit” or “Plastic Card”.